

connection with the recommendation/selection/removal or retirement of officers eligible for promotion to or serving in, general officer ranks.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The DoD 'Blanket Routine Uses' published at the beginning of the Air Force's compilation of record system notices apply to this system.

**POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**

**STORAGE:**

Maintained in file folders and in Automated Complaints Tracking System (ACTS) database.

**RETRIEVABILITY:**

Retrieved by Complainant's name, subject of investigation's name and case number.

**SAFEGUARDS:**

Records are accessed by custodian of the system of records and by person(s) responsible for maintaining the system of records in the performance of their official duties. These personnel are properly screened and cleared for need-to-know. Records are stored in a locked room protected by cipher lock. Information maintained in the ACTS database is protected by computer system software and password.

**RETENTION AND DISPOSAL:**

Retained in office files for two years after year in which case is closed. For senior official case files, retained in office files until two years after the year in which case is closed, or two years after the senior official retires, whichever is later. Records are destroyed by tearing into pieces, shredding, pulping, macerating or burning. Computer records are destroyed by erasing, deleting or overwriting.

**SYSTEM MANAGER(S) AND ADDRESS:**

The Inspector General, Office of the Secretary of the Air Force (SAF/IG), 1140 Air Force Pentagon, Washington, DC 20330-1140.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains information on them should address

inquiries to or visit the Inspector General, Office of the Secretary of the Air Force (SAF/IG), 1140 Air Force Pentagon, Washington, DC 20330-1140.

**RECORD ACCESS PROCEDURES:**

Individuals seeking to access records about themselves contained in this system should address requests to the Inspector General, Office of the Secretary of the Air Force (SAF/IG), 1140 Air Force Pentagon, Washington, DC 20330-1140.

**CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 37-132; 32 CFR part 806b; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Complainants, inspectors, members of Congress, witnesses and subjects of investigations.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

Parts of this system may be exempt pursuant to 5 U.S.C. 552a(j)(2) if the information is compiled and maintained by a component of the agency, which performs as its principal function any activity pertaining to the enforcement of criminal laws.

Investigatory material compiled for law enforcement purposes, other than material within the scope of subsection 5 U.S.C. 552a(j)(2), may be exempt pursuant to 5 U.S.C. 552a(k)(2). However, if an individual is denied any right, privilege, or benefit for which he would otherwise be entitled by Federal law or for which he would otherwise be eligible, as a result of the maintenance of the information, the individual will be provided access to the information exempt to the extent that disclosure would reveal the identity of a confidential source.

**Note:** When claimed, this exemption allows limited protection of investigative reports maintained in a system of records used in personnel or administrative actions.

An exemption rule for this record system has been promulgated in accordance with the requirements of 5 U.S.C. 553(b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 806b. For additional information contact the system manager.

[FR Doc. 02-670 Filed 1-10-02; 8:45 am]

**BILLING CODE 5001-08-P**

**DEPARTMENT OF DEFENSE**

**Department of the Air Force**

**Privacy Act of 1974, System of Records**

**AGENCY:** Department of the Air Force, DoD.

**ACTION:** Notice to amend systems of records.

**SUMMARY:** The Department of the Air Force is amending a system of records notice in its existing inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

**DATES:** This proposed action will be effective without further notice on February 11, 2002, unless comments are received which result in a contrary determination.

**ADDRESSES:** Send comments to the Air Force FOIA/Privacy Manager, CIO-BIM/P, 1155 Air Force Pentagon, Washington, DC 20330-1155.

**FOR FURTHER INFORMATION CONTACT:** Mrs. Anne Rollins at (703) 601-4043.

**SUPPLEMENTARY INFORMATION:** The Department of the Air Force systems of records notices subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records systems being amended are set forth below followed by the notices, as amended, published in their entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974 (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: January 4, 2002.

**L.M. Bynum,**  
*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**F036 AF CIC A**

**SYSTEM NAME:**

Biographical Data and Automated Personnel Management System (June 11, 1997, 62 FR 31793).

**CHANGES:**

**SYSTEM IDENTIFIER:**

Delete entry and replace with "F036 AF A".

\* \* \* \* \*

**SYSTEM LOCATION:**

Replace "unified and specified commands" with "combatant commands".

**CATEGORIES OF INDIVIDUALS COVERED:**

Replace "unified and specified commands" with "combatant commands".

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**SYSTEM MANAGER(S) AND ADDRESS:**

Delete "Director of Information Management, Office of the Administrative Assistant to the Secretary of the Air Force, Washington, DC 20330-1000. Local system managers".

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**F036 AF A****SYSTEM NAME:**

Biographical Data and Automated Personnel Management System.

**SYSTEM LOCATION:**

Headquarters United States Air Force; headquarters of major commands; field operating agencies; direct reporting units; headquarters of combatant commands for which Air Force is Executive Agent, and all Air Force installations and units. Official mailing addresses are published as an appendix to the Air Force's compilation of record systems notices.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Active duty Air Force military personnel, and Air Force Reserve and Air National Guard personnel. Air Force civilian employees and contractors may be included when records are created which are identical to those on military members. Army, Navy, and Marine Corps Active duty military and civilian personnel may be included when assigned to combatant commands for which Air Force is the Executive Agent. Records may be maintained in this system on personnel in a Temporary Duty (TDY) status for the duration of the TDY.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Biographical information which may include name, rank, Social Security Number, service dates, date of birth, civilian employment, military and civilian education, military and civilian experience, program specialties, hobbies, and names of family members, religion, professional expertise and appointments, membership in professional societies, civic activities and state of license.

Limited locator type information which may include home address, home phone, home of record and name and address of next of kin. Records relating to assignment to include unit of assignment, authorized and assigned grade, duty title, duty Air Force

Specialty Code and Military Occupation Code, position number, date assigned to organization, estimated date of departure, control tour code, assignment availability date, overseas tour start date, short tour return date, supervisor's name and date supervision began.

Performance data, i.e. date of last report and date next report due.

May also contain limited routine administrative training information consisting of application for training, name and date of course completion, and educational level, when not filed in a separate system.

Limited routine correspondence on promotions, military honors and awards, security and letters of appreciation, when not filed in a separate system.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 8013, Secretary of the Air Force and E.O. 9397 (SSN).

**PURPOSE(S):**

This system is established as a management tool to provide commanders and supervisors with ready reference information file for managing their personnel, manpower and resources.

To assist in determining and scheduling workload requirements in support of their organization's assigned mission.

This system serves a ready reference locator and can be used to produce manpower reports.

Used to determine eligibility/suitability for assignment/reassignment; determine eligibility for retirement related action, to make determinations on discharges or mobilization, deferments, and fulfillment of local or statutory requirements.

Records maintained as a historical file while individual is assigned to the unit.

Used to answer correspondence/telephone inquiries; updating and/or changing information in computer and/or individual record.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The DoD "Blanket Routine Uses" published at the beginning of the Air Force's compilation of systems of records notices apply to this system.

**POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:****STORAGE:**

Maintained in file folders, in computers and on computer output products.

**RETRIEVABILITY:**

Retrieved by name and/or Social Security Number.

**SAFEGUARDS:**

Records are accessed by person(s) responsible for servicing the record system in performance of their official duties and by authorized personnel who are properly screened and cleared for need-to-know. Records are stored in locked rooms and cabinets. Those in computer storage devices are protected by computer system software.

**RETENTION AND DISPOSAL:**

Retain in office files until superseded, obsolete, no longer needed for reference, reassignment, separation or retirement of the individual or inactivation of the organization. Records on TDY personnel will be destroyed upon completion of the individual's TDY. Records are destroyed by tearing into pieces, shredding, pulping, macerating, or burning. Computer records are destroyed by erasing, deleting or overwriting.

**SYSTEM MANAGER(S) AND ADDRESS:**

Commanders/supervisors at the installation, base, unit, organization, office or function to which the individual is assigned. Official mailing addresses are published as an appendix to the Air Force's compilation of record systems notices.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address inquiries to or visit the respective unit commander or supervisor who maintains the records. Official mailing addresses are published as an appendix to the Air Force's compilation of record systems notices.

**RECORD ACCESS PROCEDURES:**

Individuals seeking to access records about themselves contained in this system should address requests to the respective unit commander or supervisor who maintains the records. Official mailing addresses are published as an appendix to the Air Force's compilation of record systems notices.

**CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing records, and for contesting contents and

appealing initial agency determinations are published in Air Force Instruction 37-132; 32 CFR part 806b; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

The individual, personnel or training records and records created by commander/supervisor.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. 02-678 Filed 1-10-02; 8:45 am]

BILLING CODE 5001-08-P

**DEPARTMENT OF DEFENSE**

**Department of the Army**

**Privacy Act of 1974; System of Records**

**AGENCY:** Department of the Army, DoD.

**ACTION:** Notice to add and delete systems of records.

**SUMMARY:** The Department of the Army is proposing to add a system of records notice to its existing inventory of record systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended. The proposed new system of records is a product of consolidating two similar existing Army Inspector General systems of records (A0020-1a SAIG and A0020-1b SAIG). As a result of the consolidation, A0020-1a SAIG and A0020-1b SAIG are being deleted.

**DATES:** This proposed action will be effective without further notice on February 11, 2002 unless comments are received which result in a contrary determination.

**ADDRESSES:** Records Management Division, U.S. Army Records Management and Declassification Agency, ATTN: TAPC-PDD-RP, Stop 5603, 6000 6th Street, Ft. Belvoir, VA 22060-5603.

**FOR FURTHER INFORMATION CONTACT:** Ms. Janice Thornton at (703) 806-4390 or DSN 656-4390 or Ms. Christie King at (703) 806-3711 or DSN 656-3711.

**SUPPLEMENTARY INFORMATION:** The Department of the Army systems of records notices subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The proposed system report, as required by 5 U.S.C. 552a(r) of the Privacy Act of 1974, as amended, was submitted on December 28, 2001, to the House Committee on Government Reform, the Senate Committee on Governmental Affairs, and the Office of Management and Budget (OMB)

pursuant to paragraph 4c of Appendix I to OMB Circular No. A-130, 'Federal Agency Responsibilities for Maintaining Records About Individuals,' dated February 8, 1996 (February 20, 1996, 61 FR 6427).

Dated: January 4, 2002.

**L.M. Bynum,**

*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**Deletions  
A0020-1a SAIG**

**SYSTEM NAME:**

Inspector General Investigation Files (December 8, 2000, 65 FR 77008).

**REASON:**

Records are now covered under the Army system of records A0020-1 SAIG, entitled 'Inspector General Records'.

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**A0020-1b SAIG**

**SYSTEM NAME:**

Inspector General Action Request/ Assistance Files (August 3, 1993, 58 FR 41250).

**REASON:**

Records are now covered under the Army system of records A0020-1 SAIG, entitled 'Inspector General Records'.

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**A0020-1 SAIG**

**SYSTEM NAME:**

Inspector General Records

**SYSTEM LOCATION:**

Office of the Inspector General, U.S. Army Inspector General Agency, Department of the Army, 1700 Army Pentagon, Washington, DC 20320-1700.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Any individual, military or civilian (including contractors), who have made allegations or against whom allegations of wrongdoing/misconduct have been made related to, violations of laws, rules, or regulations or mismanagement, gross waste of funds, abuse of authority, or whistleblower reprisals that have reviewed or upon which inquiries or investigation have been conducted.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Investigative case files containing investigative reports, such as preliminary inquiries, preliminary analyses, reports of investigation (ROIs), administrative documents, and computer indices. ROIs include the authority for the inquiry/investigation, matters investigated, narrative, summaries/excerpts of testimony given

by witnesses, and appended exhibits that may include supporting documents, documentary evidence, summaries of interviews or transcripts of verbatim testimony, or other investigative information from outside sources.

Computerized indices contain the names/subjects of the inquiry/ investigation, opening and closing dates, function codes reflecting the type of allegations and codes designating their status and determination, brief synopsis of allegations and their disposition, case notes, locations of the inquiries/investigations and the assigned case numbers.

Whistleblower Reprisal, Defense Hotline Complaint and Inspector General Action Request (IGAR) case files, administrative documents; and computer indices: Whistleblower Reprisal case files contain allegations accepted and investigated or decline through preliminary analysis by Army Inspectors General or referred by the DoD Inspector General (DODIG) for action.

Defense Hotline Complaint files contain allegations/complaints referred by the DODIG for inquiry/investigation, Hotline Completion Reports forwarded to the DODIG providing the results of inquiry/investigations, and any backup documentation. IGAR case files contain Report of Inquiry/Investigation, requests for assistance or complaints, summaries documents, summaries of actions taken, interviews or verbatim testimony, other related investigative information from Federal, State, and local investigative agencies and departments.

IG inspections conducted and information accumulated by Headquarters Department of the Army (HQDA). Included are inspection reports and related information pertaining to annual general inspections (overall economy, efficiency, discipline, morale or readiness of a unit, organization or activity), procurement, special nuclear surety, intelligence oversight, and Federal recognition inspections conducted by HQDA.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 3013, Secretary of the Army; Inspector General Act of 1978 (Pub.L. 95-452), as amended; 42 U.S.C. 1061 *et seq.*, Victims Rights; DoD Directive 1030.1, Victim and Witness Assistance; Army Regulation 20-1, Inspector General Activities and Procedures; and E.O. 9397 (SSN).

**PURPOSE(S):**

To review and conduct law enforcement inquiries/investigations into allegations of wrongdoing/ misconduct contained Defense Hotline